

**DEPARTMENT OF THE NAVY  
BUREAU OF NAVAL PERSONNEL  
5720 INTEGRITY DRIVE  
MILLINGTON TN 38055-0000**

**IN REPLY REFER TO**  
BUPERSINST 5450.51B  
PERS-03  
28 Oct 2002

BUPERS INSTRUCTION 5450.51B

From: Chief of Naval Personnel

Subj: MISSION AND FUNCTIONS OF COMMANDER, NAVY PERSONNEL COMMAND  
DETACHMENT, DRUG AND ALCOHOL PROGRAM MANAGEMENT ACTIVITY  
(COMNAVPERSCOM DET DAPMA), NORFOLK, VA

Ref: (a) OPNAVINST 5450.171C

Encl: (1) Mission and Functions of COMNAVPERSCOM DET DAPMA,  
Norfolk, VA

1. Purpose. To issue mission and functions for COMNAVPERSCOM  
DET DAPMA, Norfolk, VA, per reference (a).

2. Cancellation. BUPERSINST 5450.51A.

3. Status and Command Relationships. COMNAVPERSCOM DET DAPMA,  
Norfolk, VA, is a shore-based detachment in an active, fully  
operational status under an officer in charge (OIC).

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a. Command: Navy Personnel Command Detachment,  
Drug and Alcohol Program Management Activity  
(COMNAVPERSCOM DET DAPMA), Norfolk, VA

b. Echelon:

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ONE Chief of Naval Operations  
TWO Chief of Naval Personnel  
THREE Commander, Navy Personnel Command  
(Officer in Charge, Navy Personnel Command Detachment,  
Drug and Alcohol Program Management Activity,  
Norfolk, VA)

c. Area Coordination:

1 Commander in Chief, U.S. Atlantic Fleet  
2 Commander, Navy Region Mid Atlantic, Norfolk, VA

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4. Action. OIC, COMNAVPERSCOM DET DAPMA, Norfolk, VA, will ensure performance of the mission and functions in enclosure (1). Send recommended changes to Bureau of Naval Personnel (PERS-03).

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S. J. TOMASZESKI  
Rear Admiral, U.S. Navy  
Deputy Chief of Naval Personnel

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**MISSION AND FUNCTIONS OF  
NAVY PERSONNEL COMMAND DETACHMENT  
DRUG AND ALCOHOL PROGRAM MANAGEMENT ACTIVITY  
(COMNAVPERSCOM DET DAPMA), NORFOLK, VA**

MISSION. To provide Navy command level drug and alcohol abuse prevention education and training, deglamorization, and technical assistance to Navy commands as assigned by Commander, Navy Personnel Command (COMNAVPERSCOM) and to perform such other functions and tasks as may be directed by higher authority.

FUNCTIONS

1. Provides Navy drug and alcohol abuse prevention education and training, deglamorization, and technical assistance to Navy commands east of the Mississippi and to naval organizations assigned to Atlantic Fleet and European commands. Courses include Alcohol and Drug Abuse Managers/Supervisors (ADAMS) course(s), Drug and Alcohol Program (DAPA) course(s), Urinalysis Program Coordinators (UPC) course(s), and others as directed by COMNAVPERSCOM. (R
2. Acts as curriculum manager for Navy drug and alcohol abuse prevention education courses as assigned by COMNAVPERSCOM.
3. Reviews, evaluates, updates, and maintains Navy Alcohol and Drug Abuse Program (NADAP) prevention education curricula, as assigned by COMNAVPERSCOM.
4. Maintains liaison and working relationships with assigned area Alcohol and Drug Control Officers (ADCO) and command collateral duty ADAMS facilitators.
5. Provides printing and distribution of NADAP prevention education course materials to assigned areas.
6. Collects, collates, and reports prevention data, including ADAMS training through input from command collateral duty ADAMS facilitators, to assist in overall Navy data reporting.
7. Upon request and within time and manpower constraints, provides training to assigned Navy commands on drug and alcohol policy and programs, including updates, revisions, general military training (GMT), and Right Spirit briefs.
8. Upon request, provides technical assistance to Navy commands to assist in implementation of command prevention programs.

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9. Provides consultation, coordination and collaboration with other appropriate military and civilian agencies regarding NADAP prevention projects.